

Western CEF Partnership Board

Venue:	Meeting Room - Fairburn Sports and Community Centre, North Road, Fairburn, West Yorkshire, WF11 9LA
Date:	Tuesday, 25 June 2019
Time:	7.00 pm
Present:	<u>District and County Councillors</u> Councillors D Buckle, J Mackman, R Packham, C Pearson and E Jordan <u>Co-opted Members</u> Stuart Wroe (Chair), Jenny Mitchell and Rita Stephenson
Officers present:	Chris Hailey-Norris (Development Officer, Selby District AVS) and Dawn Drury (Democratic Services Officer, Selby District Council)
Others present:	Brenda Finnigan and Kirsten Christenson (applicants, Sherburn in Elmet Art Club), Emily Havercroft and Phil Dodson (applicants, Selby District Disability Forum), Paul Romans (applicant, Sherburn Bears ARLFC), and Nicholas Atherton (applicant, Project:WILD C.I.C.)
Public:	0

1 ELECTION OF CHAIR

In the absence of the Chair and the Vice Chair, it was proposed, and seconded, that Stuart Wroe be elected as Chair for this meeting.

RESOLVED:

To appoint Stuart Wroe as Chair for this meeting.

2 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Brook, Andy Pound, Howard Ferguson, Jenny Prescott and David Nicklin.

3 DISCLOSURES OF INTEREST

Stuart Wroe declared a personal interest in agenda item 10.2, Time Team for Monk Fryston, Hillam & Burton Salmon; as he was a member of the Time Team for Monk Fryston, Hillam & Burton Salmon.

Councillor Mackman declared a personal interest in agenda item 10.2, Time Team for Monk Fryston, Hillam & Burton Salmon; as he was a member of the Time Team for Monk Fryston, Hillam & Burton Salmon.

Councillor Buckle declared a personal interest in agenda item 11.3, Sherburn Bears ARLFC; as he was a member of Sherburn in Elmet Parish Council, who own the building that Sherburn Bears ARLFC play from.

Councillor Packham declared a personal interest in agenda item 11.3, Sherburn Bears ARLFC; as he was a member of Sherburn in Elmet Parish Council, who own the building that Sherburn Bears ARLFC play from.

4 MINUTES

The Partnership Board considered the minutes of the meeting held on 19 March 2019.

RESOLVED:

To confirm as a correct record the minutes of the Western CEF Partnership Board meeting held on 19 March 2019.

5 APPOINTMENT OF VICE CHAIR

It was proposed and seconded that Jenny Prescott be appointed as Vice-Chair of the Western CEF for the 2019-20 municipal year

6 APPOINTMENT OF FUNDING SUB-COMMITTEE FOR 2019-20

It was proposed, and seconded, that the current membership of the Western CEF Funding Sub-Committee (David Nicklin, Jenny Mitchell, Jenny Prescott, Stuart Wroe and Rita Stephenson) be re-appointed.

RESOLVED:

To appoint Stuart Wroe, David Nicklin, Jenny Mitchell, Jenny Prescott and Rita Stephenson as members of the Western CEF Funding Sub-Committee for the 2019-20 municipal year.

7 MEETING START TIMES

It was proposed and seconded that the start time of meetings for the 2019-20

municipal year be:

- Funding Sub-Committee to meet at 6.30pm
- Partnership Board to meet at 7pm
- Forums to commence at 7pm, with a 'market place' event from 6.30pm.

RESOLVED:

To approve the start time of CEF meetings as described above for the 2019-20 municipal year.

8 CHAIRS REPORT

The Chair expressed his pleasure to see so many funding applications on the agenda for this meeting, and stated that he hoped that the momentum carried on throughout the municipal year, for the benefit of the local communities.

9 BOARD MEMBERSHIP VACANCY - CO-OPTED MEMBER

The Partnership Board noted an expression of interest for the co-opted vacancy had been received, however it was felt that now would be an ideal time to advertise the vacancy, and proposed that the Parish Councils be made aware of the vacancy.

The Board requested the Democratic Services Officer contact the clerk of each parish council, within the Western CEF area, to highlight the vacancy. The Board further requested that the Development Officer place the vacancy onto the AVS website.

The members emphasised the importance of having representation from the parish councils on the Board, as they had local knowledge of the issues within the area; and felt this would strengthen the Board.

RESOLVED:

- i. **To ask the Democratic Services Officer to email the clerk of each parish council within the Western CEF area, to cascade the co-opted vacancy to the parish councillors to invite expressions of interest ahead of the next Partnership Board meeting due to take place on 3rd September 2019.**
- ii. **To ask the Development Officer to post the co-opted vacancy onto the AVS website.**

10 BUDGET UPDATE

The Partnership Board considered the Western CEF budget, which confirmed a remaining balance of £28,628.16.

The Democratic Services Officer informed the members that Brotherton and

Byram All Stars Junior Football Club, who had received funding from the Partnership Board at the meeting on 19 March 2019, had been unable to build a team for 2019-20; and would therefore refund the grant awarded to them of £1,000.

The Board heard that Selby District Council was keen that all of the CEF budget for this municipal year was utilised.

RESOLVED:

To note the budget update.

11 FUNDING SUB-COMMITTEE RECOMMENDATIONS

The Chair of the Funding Sub-Committee presented the recommendations from the Funding Sub-Committee in relation to the funding applications they had considered.

12 FAIRBURN CRICKET CLUB, 'PROVISION OF DISABLED TOILET AND BABY CHANGING FACILITIES FOR FAIRBURN CC PAVILION EXTENSION', £980

The application was for £980 to provide a disabled toilet and baby changing facility for the cricket club pavilion extension.

The Funding Sub-Committee recommended a grant of £980 as they had considered the application against the funding framework and confirmed that it met the requirements, specifically:

- That the application met at least two of the Community Development Plan (CDP) objectives (improving the quality of life for individuals across the Western CEF area and provide solutions for community issues).
- That the project would benefit the Community Engagement Forum (CEF) area including residents of the area; and
- That the project would have extensive and detailed benefits for one or more defined groups in the CEF area.

The Board supported the application and agreed that the provision of a disabled toilet and baby changing facility would attract local community groups, the residents of Fairburn, and the wider Western CEF area to use the facilities for other activities.

RESOLVED:

To approve the recommendation of the Funding Sub-Committee as set out above.

Reasons for decision:

The application met the requirements of the funding framework and the

Funding Sub-Committee was supportive of the application.

13 TIME TEAM FOR MONK FRYSTON, HILLAM & BURTON SALMON, 'DESIGN AND PRODUCTION OF VILLAGE HERITAGE TRAIL LEAFLETS AND 1 PROMOTIONAL BANNER', £900 + VAT

Following his declaration of interest, Councillor Mackman took no part in the consideration of the following application. He remained in the room during consideration of the application.

The application was for £900 + VAT towards the design and production of a village heritage trail leaflet, and one promotional banner.

The Funding Sub-Committee recommended a grant of £900 + VAT as they had considered the application against the funding framework and confirmed that it met the requirements, specifically:

- That the application met at least two of the Community Development Plan (CDP) objectives (improving the quality of life for individuals across the Western CEF area and provide solutions for community issues).
- That the project would benefit the Community Engagement Forum (CEF) area including residents of the area; and
- That the project would have extensive and detailed benefits for one or more defined groups in the CEF area.

The Board supported the application and agreed that the heritage leaflet would attract people into the village.

RESOLVED:

To approve the recommendation of the Funding Sub-Committee as set out above.

Reasons for decision:

The application met the requirements of the funding framework and the Funding Sub-Committee was supportive of the application.

14 PROJECT FUNDING APPLICATIONS

The Partnership Board noted the Funding Framework and considered the following funding applications:

15 SHERBURN IN ELMET ART CLUB, 'EXHIBITION ENHANCEMENT AND WORKSHOPS', £1269

The Board considered the application for £1,269.00 to purchase exhibition table easels, road signage and posters; and provide art workshops with a tutor, along with the equipment and materials for participants to use. The

applicants were in attendance to present a summary of the application and answer questions from the Partnership Board.

The applicants explained that the group had been established in 1975 in Sherburn in Elmet, although at present the club met in Church Fenton. The current display boards were very bulky, heavy to move and difficult to erect. It was further explained, that the group membership ranged from age eight to ninety, but with only twenty members the club hoped, with the help of the exhibition and workshops, to encourage more people to join.

The Partnership Board thanked the applicants for attending and highlighted that consideration of the application would take place later in the meeting, and they would be notified of the decision by post.

At this point in the meeting the funding applicants left the meeting, and did not return.

The Board were supportive of the project as they felt the events had the potential to revitalise the club, by attracting new members from the growing population in Sherburn and the surrounding villages, however the Board agreed that the group should produce their own posters and signage. It was confirmed that the application met the aims and objectives of the Community Development Plan, and also confirmed that the application was in accordance with the Allocation of Funding Framework.

The Partnership Board agreed that in light of the above, they were willing to offer £1,000.00 towards the project.

RESOLVED:

- i. **To approve funding of £1,000.00 to be awarded to Sherburn in Elmet Art Club, as outlined in the application.**

16 SELBY DISTRICT DISABILITY FORUM, 'WESTERN CEF DISABILITY ACTION GROUP', £4,658

The application was for £4,658 towards identifying and bringing together a group of the Western CEF area residents who could become a locally focused Disability Action Group for Selby District Disability Forum (SDDF). The applicants were in attendance to present a summary of the application and answer questions from the Partnership Board.

The applicants explained how the need for the Action Group came about from the results of a survey which had been run across the whole of Selby District, which captured a detailed picture of service needs among people with disabilities, those supporting individuals with a disability, and those who wanted to see the area improved for all.

The proposed Western CEF Disability Action Group, with the hub in Sherburn in Elmet, would develop themselves over the course of twelve locally run

action planning sessions, discussing and identifying local issues and barriers facing disabled people. These sessions would culminate in an event, ideally a Western CEF Forum, which would invite those with the most influence locally to come and directly listen to the findings, with the view to champion change and develop solutions together.

The Board was informed that the SDDF currently had two other newly formed action groups, one in the Southern CEF area, and one in the Tadcaster and Villages CEF area, both of which had been funded by the respective CEF's. It further heard that both action groups had identified different local issues, and with the aid of North Yorkshire County Council, Highways and local businesses improvements had already happened.

The Board emphasised the importance of accessibility across the District, but expressed concern around the sustainability of the Action Group when the project ended and all the funding awarded by the CEF had been spent.

The Partnership Board agreed that the application should be deferred, and the Democratic Services Officer instructed to contact the Chairs of the Southern and Tadcaster and Villages CEF to request that they attend a future Western CEF meeting; to establish each Chairs view on how the projects had progressed and the benefits realised within their respective areas.

RESOLVED:

- i. To defer consideration of the application, as detailed above.**
- ii. To ask the Democratic Services Officer to contact Councillor's Sweeting and Jordan, to request that they attend a future Western CEF Partnership Board meeting, to give their feedback on the project.**

17 SHERBURN BEARS ARLFC,'DISABLED ACCESS TOILET WITH BABY CHANGING STATION AT THE RUGBY FACILITY, £6,962.64

The Board considered the application for £6,962.64 to provide a disabled access toilet and baby changing station. The applicant was in attendance to present a summary of the application and answer questions from the Partnership Board.

The applicant explained that the club had been in existence for 52 years and during that time the building had only been used by the rugby club; having circulated a questionnaire the results indicated that if the building was upgraded other groups would use the facilities. It was further explained, at present the facilities did not encourage new members as the current changing rooms and toilets were not fit for purpose.

In response to queries regarding who owned the land and building, the applicant informed the Board that it was owned by Sherburn in Elmet Parish Council, who were supportive of the improvements, and were providing

funding.

The Partnership Board thanked the applicant for attending and highlighted that consideration of the application would take place later in the meeting, and they would be notified of the decision by post.

At this point in the meeting the funding applicant left the meeting, and did not return.

The Board were supportive of the project as it would allow the facilities to be opened up to the wider community to use for other activities, however the Board agreed that as this was the first meeting of the municipal year they had to be prudent with the budget. The Board confirmed that the application met the aims and objectives of the Community Development Plan, and also confirmed that the application was in accordance with the Allocation of Funding Framework.

The Partnership Board agreed that in light of the above, they were willing to offer half of the £6,962.64 that the applicant had applied for.

RESOLVED:

- i. **To approve funding of £3,500.00 to be awarded to Sherburn Bears ARLFC, as outlined in the application.**

18 PROJECT: WILD C.I.C., 'YOUNG PEOPLES ANIMATED ISSUES', £6,160

The application was for £6,160.00 to provide young people, within primary and secondary schools across the Western CEF area, with the opportunity to produce short stop-motion animated films about the issues they face themselves, or they perceive in their local communities. The applicant was in attendance to present a summary of the application, show two short films; and answer questions from the Partnership Board.

The applicant explained that a series of 11 x 1 hour weekly in-school sessions would be delivered at upto four participating schools in the Western CEF area at upper key stage two and key stage three. The Board were informed that the schools who had agreed to take part in the project included South Milford Community Primary, Burton Salmon Community Primary and Brotherton and Byram Community Primary Academy; the applicant was still in the process of engaging with Sherburn High School.

The Board heard that once all the filming was completed the films would be presented to members of North Yorkshire County Council, Selby District Council and other relevant youth and community organisations, along with a report outlining the issues identified and the possibilities for addressing them.

In response to a query regarding the cost of the iPads to be used, the applicant advised the Board that to rent the equipment would be significantly higher and, once purchased, the iPads could be used for future projects. It

was also confirmed that the iPads were intuitive and therefore the children could see what they were doing as they went along.

The Partnership Board thanked the applicant for attending and highlighted that consideration of the application would take place later in the meeting, and they would be notified of the decision by post.

At this point in the meeting the funding applicant left the meeting, and did not return.

The Board were supportive of the application, however rather than take the project into four schools they felt that the project should be run as a pilot in just two schools, using one group at key stage two, and one at key stage three. The Board confirmed that the application met the aims and objectives of the Community Development Plan, and also confirmed that the application was in accordance with the Allocation of Funding Framework.

The Partnership Board agreed that in light of the above, they were willing to offer half of the £6,160 that the applicant had applied for.

RESOLVED:

To approve funding of £3,080.00 to be awarded to Project:WILD C.I.C., as outlined in the application, subject to the condition that the funding be used to pilot the project within two schools in the Western CEF area, using one group at key stage 2, and one at key stage 3.

19 UPDATES ON PREVIOUS GRANTS AND PROJECTS

The Partnership Board considered the following impact report that had been submitted and was included in the agenda:

- Making Things Happen C.I.C. – Sherburn Outdoor Gym Project

The Board was pleased to note that following a reduction in the number of people who attended in the winter months, the numbers had increased over the summer period; and the feedback from people who attended was very encouraging.

RESOLVED:

To note the impact report.

20 COMMUNICATIONS

The Board agreed that there were no current points of interest relating to the Western CEF that should be forwarded to Selby District Council's Communications Team to undertake publicity work.

The Development Officer updated the Board on the video and short films; the

films have been made, the Head of Community, Partnerships and Customers had requested that additional photographs be added, following this the draft films will be taken to the next meeting of the CEF Chairs.

21 ISSUES TABLE

The Board considered the Issues Table and gave the following updates:

Burton Salmon

The Board noted that a new extension was to be added to Burton Salmon school.

Flooding in the Aire Valley

The Board received an update from Rita Stephenson, approval had been given to an application put forward by Leeds City Council and the Environment Agency for work to start on phase two of the Leeds Flood Alleviation Scheme along the River Aire. The Democratic Service Officer was requested to contact the Environment Agency to ascertain the implications of this work on the river in the Western CEF area.

Issue of Lorries in Sherburn

Following the update from Sharon Fox, Highways Officer, regarding lorries parking overnight in laybys on the A63, it was confirmed that Leeds City Council had assumed responsibility for both sides of the A63 and that clearways had been installed, these were identified by hatch marked areas; parking was not allowed on the hatch marks.

Fly Tipping

The Board commented how impressed they had been with the officers who had attended the Western CEF Forum, themed around “Managing your Waste” on the 21 May 2019.

RESOLVED:

- i. **To note the updates.**
- ii. **To ask the Democratic Services Officer to contact the Environment Agency, to ascertain the implications for the river Aire in the Western CEF area following the approval of phase 2 of the Leeds Flood Alleviation Scheme**

22 COMMUNITY DEVELOPMENT PLAN

The Development Officer confirmed that the Community Development Plan for discussion at the September meeting of the Partnership Board would be in the new format. The Board noted that the outer page would provide general

information on the CEF's, while the inner page would focus on the four main priorities of the Western CEF area, which through the survey results had been identified as: developing community organisation / facilities, activities for young people, fly tipping; and crime.

A discussion took place around funding applications and the presentations made by the funding applicants, it was agreed that for all future applications any presentation made during the meeting would be restricted to five minutes per applicant. The Board requested that the Democratic Services Officer make the applicants aware at the application stage.

RESOLVED:

To note the Community Development Plan update.

23 NEXT MEETINGS

The Board agreed to cancel the next Forum meeting on Tuesday 9 July, as it was felt that there was too little time to promote the meeting.

The Board confirmed the next Partnership Board meeting as Tuesday 3 September 2019, 6.30 pm – Funding Sub-Committee and 7.00 pm – Partnership Board, with the venue to be confirmed.

The Board noted that the next Forum meeting on Tuesday 22 October 2019 would be held at the Old Girls School in Sherburn in Elmet, and agreed the theme as "Crime".

The Board further agreed the future Forum themes would be "Developing Community Organisations / Facilities and Activities for Young People"; with the meetings to be held at Monk Fryston Community Centre and Fairburn Sports and Social Club.

RESOLVED:

- i. To note the dates and venues for the next meetings of the Forum and Partnership Board.**
- ii. To ask the Democratic Services Officer to book the Old Girls School in Sherburn in Elmet for the next Forum meeting, on Tuesday 22 October 2019.**
- iii. To ask the Democratic Services Officer to book Monk Fryston Community Centre for the Forum meeting, on Tuesday 25 February 2020; and Fairburn Sports and Social Club for the Forum meeting, on Tuesday 21 April 2020.**

The meeting closed at 9.15 pm.